

CONSENT AGENDA
July 14, 2014

A. APPROVAL OF MINUTES

- 1. SUBJECT: APPROVAL OF MINUTES DATED JANUARY 27, 2014 AND FEBRUARY 3, 2014**

ISSUE/PURPOSE: The above listed minutes are before the Board for approval. See TAB A.

B. APPROPRIATIONS AND TRANSFERS

- 1. SUBJECT: FLOYD LIBRARY - FY 15 BUDGET APPROPRIATION**

**A-FY-15-
FLOYD LIBRARY
FY 15 BUDGET APPROPRIATION**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015 for the function and in the amount as follows:

720	Floyd Library	\$63,509
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The sources of funds for the foregoing appropriation are as follows:

<u>Revenue Account</u>	
415211 Sale of Copies	\$ 5,000
416156 Floyd County Reimbursement	\$ 8,159
416157 Town of Floyd Contribution	\$ 3,000
416151 Fines and Fees	\$12,000
424409 State Library Grant	<u>\$35,350</u>
Total	\$63,509

Said resolution appropriates operating funds for the Floyd Library for FY 15.

ISSUE/PURPOSE: Floyd Library appropriation.

JUSTIFICATION: The Floyd Library budget is appropriated after the beginning of the fiscal year when revenue amounts are known.

Effective July 1, 2014, staff working at the Floyd Library will become Floyd County employees. Previously funding to cover these employees was

included in this appropriation as the employees were paid by Montgomery County. Floyd County will now pay these individuals.

2. **SUBJECT: PARKS AND RECREATION**

**A-FY-15-
PARKS AND RECREATION
RECOVERED COSTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015 for the function and in the amount as follows:

700	Parks and Recreation	\$3,410
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The source of the funds for the foregoing appropriation is as follows:

<u>Revenue Account</u>		
451205	Designated Fund Balance	\$3,410

Said resolution appropriates funds received from the sale of surplus property for use by the Parks and Recreation Department.

ISSUE/PURPOSE: Appropriate funds received from the sale of surplus property.

JUSTIFICATION: The Parks and Recreation Department sold a 1997 van during FY 14 and requested the associated proceeds be used for the purchase of a new treadmill for the County's fitness room. Commercial grade treadmills cost between \$3,500 and \$4,000. Any additional costs above the proceeds from the van sale will be paid from Parks and Recreation's existing FY 15 operating budget.

3. **SUBJECT: VICTIM WITNESS GRANT**

**A-FY-15-
VICTIM WITNESS GRANT**

BE IT RESOLVED, By the Montgomery County Board of Supervisors that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015 for the function and in the amount as follows:

551	Victim Witness Grant	\$140,985
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The source of the funds for the foregoing appropriation is as follows:

Revenue Account

25512-424401	Victim Witness Grant	\$140,985
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Said resolution appropriates the Victim Witness Grant funds for FY 15.

ISSUE/ PURPOSE: Victim Witness Grant appropriation.

JUSTIFICATION: On June 25, 2014, the State notified the Commonwealth's Attorney Office that the Victim Witness Grant would be funded in the amount of \$140,985. This resolution appropriates these funds. No local matching funds are required.

4. **SUBJECT: REASSESSMENT**

**A-FY-15-
REASSESSMENT
CARRYOVER FUNDING**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

153	Reassessment	\$24,531
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The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451205	Designated Fund Balance	\$24,531
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Said resolution appropriates funds remaining at June 30, 2014 to cover the cost of the Reassessment.

ISSUE/PURPOSE: Reassessment carryover balance.

JUSTIFICATION: In July 2013, the Board of Supervisors approved funding for the reassessment project. This resolution carries forward the unexpended balance of the funds as of June 30, 2014 to allow the project to continue.

5. **SUBJECT: NEW RIVER VALLEY EMERGENCY
COMMUNICATIONS REGIONAL
AUTHORITY**

**A-FY-15-
NEW RIVER VALLEY EMERGENCY
COMMUNICATIONS REGIONAL AUTHORITY**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

110 NRV Emergency Communications Regional Authority \$317,547

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

419108 Recovered Costs \$317,547

Said resolution appropriates funds necessary to cover the costs associated with the NRV Emergency Communications Regional Authority.

ISSUE/PURPOSE: Appropriate recovered costs.

JUSTIFICATION: In accordance with a memorandum of understanding between the NRV Emergency Communications Regional Authority and Montgomery County, the County is employing the Executive Director and other administrative staff on an interim basis. The Authority will reimburse the County for all costs associated with the positions. This resolution appropriates funds to cover these costs for the year.

6. **SUBJECT: COUNTY YEAR-END CARRYOVER**

**A-FY-15-
COUNTY DESIGNATED FUNDS
YEAR-END CARRYOVER**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015 for the function and in the amount as follows:

110	County Administration	\$ 16,031
200	Commonwealth Attorney	\$ 40,271
250	Clerk of Court	\$ 603
320	Sheriff –County Range	\$ 72,479
321	Sheriff -Asset Forfeiture	\$ 72,872
520	RSVP	\$ 17,191
700	Parks and Recreation	\$ 10,936
710	Library	\$ 44,147
720	Floyd Library	\$ 34,034
800	Planning and GIS	\$ 19,627
	Conservation Easements	\$ 50,538
900	Special Projects	<u>\$ 21,635</u>
	Total	\$400,364

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451205	Designated Fund Balance	\$400,364
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Said resolution re-appropriates FY 14 designated funds for donations, fundraising, scholarships, conservation easements, federal forfeited assets, VDOT revenue sharing funds, and other funds designated for specific purposes that were not expended by year-end.

ISSUE/PURPOSE: Appropriates county designated carryovers.

JUSTIFICATION: This resolution re-appropriates funds for donations, fundraising, scholarships, conservation easements, federal forfeited assets, VDOT revenue sharing funds, and other designated funds that were not expended by year-end. Each year, the Board re-appropriates designated funds that are earmarked for a specific purpose, but are not expended by year-end. This resolution appropriates these funds from the prior fiscal year. TAB B provides the detailed information.

7. **SUBJECT: RE-APPROPRIATION OF COUNTY ENCUMBRANCES**

**A-FY-15-
RE-APPROPRIATION OF
COUNTY ENCUMBRANCES**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

100	Board of Supervisors	\$3,500
110	County Administration	\$15,519
111	Emergency Services Grants	\$74,761
130	Financial and Management Services	\$12,510
140	Information Technology	\$221,892
152	Assessment	\$7,335
153	Reassessment	\$228,447
180	Internal Services	\$6,420
200	Commonwealth Attorney	\$49,769
320	Sheriff – County	\$34,397
321	Sheriff's Grants	\$3,509
400	General Services	\$23,499
420	Engineering and Regulatory Compliance	\$165,036
540	Social Services	\$17,018
710	Library	\$44,242
720	Floyd Library	\$8,364
800	Planning and GIS	\$22,631
810	Planning Grants	\$8,700
Total		\$947,549

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451205	Designated General Fund Balance	\$947,549
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Said resolution re-appropriates monies supporting the balances of outstanding purchase orders as of June 30, 2014.

ISSUE/PURPOSE: Outstanding General Fund purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are re-appropriated into the next fiscal year. In May, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been

confirmed through the final posting of invoices paid through June 30, 2014.

8. **SUBJECT: RE-APPROPRIATION OF COUNTY CAPITAL PROJECTS ENCUMBRANCES**

**A-FY-15-
RE-APPROPRIATION OF
COUNTY CAPITAL PROJECTS ENCUMBRANCES**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the County Capital Projects Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

100	Government Center	\$200
320	Public Safety Building	\$3,283,941
330	Fire and Rescue	\$1,027,573
700	Parks and Recreation	<u>\$23,740</u>
	Total	\$4,335,454

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451205 Designated County Capital Projects Fund Balance \$4,335,454

Said resolution re-appropriates monies supporting purchase orders that are open in the County Capital Projects fund as of June 30, 2014.

ISSUE/PURPOSE: Re-appropriation of outstanding capital fund projects purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are re-appropriated into the next fiscal year. In May, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid through June 30, 2014.

9. **SUBJECT: RE-APPROPRIATION OF COUNTY CIP PROJECTS**

**A-FY-15-
RE-APPROPRIATION OF
COUNTY CIP PROJECTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the County Capital Projects Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

110	Government Center	\$585,792
	Courthouse Renovation	\$111,975
142	Munis Document Management	\$2,975
320	Public Safety Building	\$1,728,775
400	Animal Control	\$1,033,187
	Elliston Bridge	\$22,036
	Consolidated Sites	\$122,499
700	Motor Mile Park	\$8,535
	Park Revitalization	\$59,379
800	GIS	\$24,032
	Topo Maps	\$22,544
900	Future Projects	<u>\$2,000,000</u>
	Total	<u>\$5,721,729</u>

The source of funds for the foregoing appropriation is as follows:

Revenue Accounts:

451205 Designated County Capital Projects Fund Balance \$5,721,729

Said resolution re-appropriates remaining account balances of CIP projects.

ISSUE/PURPOSE: Re-appropriate County Capital Improvement Projects balances.

JUSTIFICATION: CIP projects are approved for the length of the project. Consequently, at the end of each year, the available balances remaining in these accounts are re-appropriated until the close of the project. This resolution re-appropriates those balances for the CIP accounts in the County Capital Projects Fund. Funds encumbered for contractual arrangements or purchases orders within these accounts will be appropriated through another resolution at the time all purchase orders are carried forward into the new year.

In order to identify completed projects, CIP project managers were asked to report on the status of these projects and justify the re-appropriation of funds. The results are reported in a status report included as TAB C.

10. **SUBJECT: RE-APPROPRIATION OF SCHOOL CIP PROJECTS**

**A-FY-15-
RE-APPROPRIATION OF
SCHOOL CIP PROJECTS**

BE IT RESOLVED, That the School Capital Projects Fund was granted an appropriation in addition to the annual appropriation for fiscal year ending June 30, 2015 for the function and in the amount as follow:

600	Capital Projects Fund - Schools	\$19,615,234
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The source of funds for the foregoing appropriation is as follows:

Revenue Account

451204	Capital Projects Fund Balance	\$19,615,234
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Said resolution re-appropriates remaining account balances of School CIP projects. These balances exclude encumbrances which will be re-appropriated through a second resolution.

ISSUE/PURPOSE: Re-appropriation of School Capital Projects balances.

JUSTIFICATION: School Capital Projects are approved for the length of the project. Consequently, at the end of each year, the available balances remaining in these accounts are re-appropriated until the close of the project. This resolution re-appropriates the School Construction Projects balances.

These funds cover the following projects:

SMS Annex Demolition	\$158,048
Price's Fork Elementary	\$283,023
Elliston/Lafayette Elementary	\$92,529
New Auburn High School	\$2,106,047
Renovated Auburn Middle School	\$9,909,631
New Blacksburg High School	\$504,788
PPEA Evaluation	\$556
Repairs from Inspections	\$30,346

Engineering Inspections	\$134,267
School Security Upgrades	\$137,479
Proceeds from Sale of Surplus	\$204,000
Funds from real estate tax increase	\$2,100,000
Funds from General Fund	\$3,000,000
Future Debt Service	<u>\$954,520</u>
Total	\$19,615,234

11. SUBJECT: RE-APPROPRIATION OF FIRE AND RESCUE PROJECTS

**A-FY-15-
RE-APPROPRIATION OF
FIRE AND RESCUE PROJECTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

330	Fire and Rescue	\$64,000
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The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451203	Designated Fund Balance	\$64,000
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Said resolution appropriates funds remaining at year end for use by Fire and Rescue Departments in FY 15.

ISSUE/PURPOSE: Re-appropriation of Fire and Rescue funds.

JUSTIFICATION: During FY 14, the Fire and Rescue Commission approved funding for several one-time projects. These projects were not completed at year end. This appropriation carries funds into FY 15 so the projects can be completed.

BBVFD - Repeater	\$14,000
CBVFD – Poor Mountain Tower	\$40,000
SVRS – Medical Supplies	\$ 5,000
SVRS – Recruitment	<u>\$ 5,000</u>
Total	\$64,000

12. **SUBJECT: RE-APPROPRIATION OF GRANTS**

**A-FY-15-
RE-APPROPRIATION OF GRANTS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2015, for the function and in the amount as follows:

111	Emergency Services Grants	\$36,444
143	Customer Premises Equipment Grants	\$35,890
201	Domestic Violence Victim Fund	\$16,346
251	Record Preservation	\$340
	Technology Trust Fund	\$25,046
321	Selective Traffic Enforcement	
	Alcohol	\$6,508
	Occupant Protection	\$2,040
	Speed	\$2,601
	Speed – Shared with Roanoke County	\$2,248
	DARE Program	\$1,726
	Project Lifesaver	\$3,076
	Asset Forfeiture Grant	\$1,847
710	Library Gates Grant	\$40,966
721	Floyd Library Gates Grant	\$12,602
800	Public Safety Answering Point	\$78,143
	Technical Assistance Grant	\$176
911	Huckleberry Trail VDOT Grant – Christiansburg	<u>\$578,000</u>
	Total	\$843,999

The sources of funds for the foregoing appropriation are as follows:

Revenue:

02111-424401	FRAQ State Grants	\$29,730
21111 434401	RADIO Federal Grants	\$6,714
21432-424401	VITA State Grants	\$35,890
02201-424401	Domestic Violence Victim Fund	\$16,346
22511-424401	Record Preservation	\$340
02251 423100	Technology Trust	\$25,046
23212 424401	Selective Enforcement	\$13,397
28016 424401	PSAP State Grant	\$78,143
28016 424402	TAG Federal Grant	\$176
29113HT 434401	Huckleberry Trail	\$578,000
02-451205	Designated Fund Balance	<u>\$60,217</u>
	Total	\$843,999

Said resolution re-appropriates available account balances of grants as of June 30, 2014.

ISSUE/PURPOSE: Re-appropriation of outstanding grant balances.

JUSTIFICATION: Each year balances remaining in the accounts for federal and state grants are re-appropriated. Grants frequently cover a period of time that varies from the County fiscal year, and the funds provided through grants are often on a project basis, meaning they continue through the life of the project up to the grant award amount. In order to complete projects, cover payments submitted through grant programs, ensure the use of funds for their mandated purpose, and make required refunds, balances are re-appropriated from fiscal year to fiscal year.

13. **SUBJECT: LINE OF DUTY RESERVE FUND**

**R-FY-15-
LINE OF DUTY RESERVE FUND**

WHEREAS, The state previously covered the cost of line of duty benefits;
and

WHEREAS, The state decided it would now be the responsibility of the locality to pay for these expenses starting in fiscal year 2012; and

WHEREAS, The Board of Supervisors established a Line of Duty Reserve in FY 12; and

WHEREAS, \$55,330 in additional dollars can be added to the fund from the FY 14 line of duty balance;

NOW THEREFORE BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the Line of Duty Reserve Fund be increased by \$55,330 to pay for future line of duty program costs for a total balance of \$96,923.

ISSUE/PURPOSE: Line of Duty Reserve Increase

JUSTIFICATION: This resolution adds year end remaining Line of Duty funds of \$55,330 to the Line of Duty Reserve Fund for a total of \$96,923.

C. APPOINTMENTS

- 1. SUBJECT: PARKS AND RECREATION COMMISSION
APPOINT REPRESENTATIVE FOR
DISTRICT E**

**R-FY-15-
APPOINTMENT
PARKS AND RECREATION COMMISSION
HOWARD E. EAVES, SR.**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby appoints **Howard E. Eaves, Sr.**, who resides in District E, to the **Parks and Recreation Commission** effective July 15, 2014 and expiring July 14, 2017.

ISSUE/PURPOSE: Appoint Howard E. Eaves, Sr. to the Parks and Recreation Commission as representative for District E.

JUSTIFICATION: The Interview Committee (Supervisors Bill Brown and Todd King) interviewed Mr. Eaves on June 17, 2014.

- 2. SUBJECT: MONTGOMERY COUNTY PLANNING
COMMISSION-APPOINT WILLIAM
STEPHEN HOWARD**

**R-FY-15-
APPOINTMENT
PLANNING COMMISSION
STEPHEN HOWARD**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby appoints **William Stephen Howard** to the **Montgomery County Planning Commission** effective July 15, 2014 and expiring July 14, 2018.

ISSUE/PURPOSE: Appoint William Stephen Howard to the Montgomery County Planning Commission.

JUSTIFICATION: Mr. Howard was interviewed by the Interview Committee (Supervisors Bill Brown and Chris Tuck) on June 2, 2014. See TAB **D** for a copy of an e-mail from Mr. Howard announcing his resignation from the BZA.

3. **SUBJECT:** **MONTGOMERY COUNTY PLANNING
COMMISSION-APPOINT ROBERT K.
MILLER**

**R-FY-15-
APPOINTMENT
PLANNING COMMISSION
ROBERT K. MILLER**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby appoints **Robert K. Miller** to the **Montgomery County Planning Commission** effective July 15, 2014 and expiring July 14, 2018.

ISSUE/PURPOSE: Appoint Robert K. Miller to the Montgomery County Planning Commission.

JUSTIFICATION: Mr. Miller was interviewed by the Interview Committee (Supervisors Bill Brown and Chris Tuck) on June 2, 2014.